Adamstown Borough Council **November 4, 2014**

The meeting was called to order at 7:00PM at the Adamstown Municipal Building, 3000 N. Reading Road, Adamstown by Council President Randy Good.

Council Present: Randy Good, Cindy Schweitzer, Dave Matz, Joe Dietrich, Ed Zander, Mark Bansner , David Gundrum

Visitors Present: George Beever, Bob Stork, Donna Wetherhold, Val Lacis, Michele Walter Fry, Ralph Vedder, Helen Shaak, Terry Scheetz, James J. Stoner, Amber Kern, Travis Schnader

Others Present: Josele Cleary, Mark Zettlemoyer, Dean Johnson, Sam Toffy

MINUTES: Minutes from the October 7, 2014 meeting were approved with a motion from D. Matz, seconded by J. Dietrich and unanimously carried.

BILL LIST: Motioned by D. Matz, seconded by M. Bansner and unanimously carried to approve the bills and receipts presented.

POLICE and/or FIRE REPORT:

The October Police Report was read by Chief Beever.
The October Fire Report was included in the packets.

VISITORS BUSINESS: None.

SPECIAL TOPICS:

Regional Police – The Borough's solicitor Josele Cleary and auditor Mark Zettlemoyer attended to address the need for all involved to fully understand the potential impact on present and future liabilities and to make sure that the agreement when finalized has very clear wording so there are no misunderstandings. Various areas of concern were discussed during the public meeting which included the pension liability, post employee benefits and the need for a clear time line to reach the 1/2016 goal for startup. The recommendation was made to Council by both Mr. Zettlemoyer and Ms. Cleary that actuarial studies should be done prior to entering into an agreement to form a regional police force so that all present and future liabilities could be clearly identified.

PUBLIC WORKS:

The Public Works Report was included in the packets.

FINANCE:

The Treasurer's Report was included in the packets.

C. Schweitzer presented the 2015 budget summary. There will be no increase in taxes, water/sewer rates or fees for 2015. The philosophy for the budgeting process in the Borough is to retain minimal operating funds in the varied funds and place larger amounts in the capital reserve fund for the purpose of funding capital projects in the future.

Motioned by D. Matz, seconded by M. Bansner and unanimously carried to adopt the 2015 proposed budget for advertisement for final adoption at the December meeting.

WATER: None.

SEWER: None.

LIGHTS, PROPERTY AND PAVEMENT:

C. Schweitzer noted that the sidewalks and curbs throughout the Borough need to be looked at for repairs. J. Dietrich said the LP&P Committee will be meeting after the new year to discuss further.

ROADS AND BRIDGES:

The deteriorating wall along 35 Broad Street has been repaired by Borough personnel at a substantial savings over initial cost estimates.

PERSONNEL:

Employee Personnel Policy – D. Gundrum presented wording changes to the Employee Manual concerning benefits related to opting out of health care coverage. L. Crouse had some concerns with the wording as it applies to the employees and since she was not present at the meeting to discuss her concerns , C. Schweitzer asked if it could be tabled until the December meeting.

D. Gundrum also presented the following recommendations to Council on behalf of the Personnel Committee which were approved: Mike Palm, Roger Spitler, Matt Brown and the Crossing Guard all be given a 3% pay increase; Lisa Crouse's hourly rate be increased to $20.00/hour; Jeff Formicone's hourly rate be increased to $18.00/hour; Sam Toffy's hourly rate be increased to $16.00/ hour; Mike Burkholder, when called upon to assist the Works Department, be paid $12.50/hour. Mr. Gundrum also recommended that all Council members have accessible emails and check the emails coming from the Borough office with a high degree of regularity and that the Personnel Committee begin their work on Health Insurance coverage beginning in February of each year. He also recommended that Council agrees to cover the costs for the waste water course that Matt Brown would like to take at RACC in the amount of $2200.

POLICE BOARD: None.

FIRE/SAFETY:

There are two projects currently being worked on which will be discussed at the December meeting.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

Copy Machine – The copy machine lease is up at the end of the year. After meeting three reps and receiving proposals from each, L. Crouse created a copier comparison spreadsheet. The Finance Committee discussed its options and decided there were more benefits to leasing as opposed to purchasing. Their recommendation is to lease a new copy machine from Edwards Business Systems for a 60-month term at a cost of $8,142 which includes the cost of maintenance supplies.

Motioned by C. Schweitzer, seconded by J. Dietrich and unanimously carried to approve the 60-month lease from Edwards Business Systems at a cost of $8,142 by a vote of 6-0-1 (R. Good abstained due to a relative working at Edwards Business Systems).

Hanover Engineering 2015 Fee Schedule – Hanover Engineering's proposed 2015 fee schedule was presented to Council as a table item for review and discussion at the December meeting.

Rose Hill Letter of Credit – We received a request from Red School, LLC to release the remainder of their Letter of Credit for site improvements at Rose Hill. After completing a final inspection, Hanover Engineering recommended release of the outstanding balance of $56,771.02.

Motioned by D. Matz, seconded by D. Gundrum and unanimously carried to approve the release of the remaining Letter of Credit in the amount of $56,771.02 contingent on the Borough's receipt of the development as-built drawings.

168 W. Main Street Curb Permit Application – A permit application for approval was received by Steven Ilgenfritz for the replacement of curb and minor sidewalk patching.

Motioned by J. Dietrich, seconded by E. Zander and unanimously carried to approve the permit application to replace curb and do minor sidewalk patching at 168 W. Main Street.

EXECUTIVE SESSION: Council went into executive session to discuss regional police issues as well as water/sewer/lien collection litigation. The meeting was then reopened to the public so a motion could be made.

Motioned by E. Zander, seconded by D. Matz and unanimously carried to submit the outstanding balance for rental inspections for 84 W. Main Street in the amount of $192.50 to a collection agency.

Adjournment:

Motioned by E. Zander, seconded by M. Bansner and unanimously carried to adjourn.

The meeting ended at 9:25PM.

Attested: _____
Sam Toffy, Adamstown Borough Administrative Secretary